



City Commission Work Session

Agenda

July 23, 2026 @ 3:30 PM

City Hall Commission Chambers
401 S. Park Avenue

welcome

Agendas and all backup material supporting each agenda item are accessible via the city's website at cityofwinterpark.org/meetings/ and include virtual meeting instructions.

decorum

As a courtesy to those present, please silence your mobile devices. If you must take a phone call, please excuse yourself and step outside.

Members of the public shall observe the same rules of propriety, decorum and good conduct applicable to members of the Board. Persons making remarks or exhibiting behavior that disrupts the orderly conduct of this meeting will be subject to removal from the meeting.

assistance & appeals

Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk's Office ([407-599-3277](tel:407-599-3277)) at least 48 hours in advance of the meeting.

"If a person decides to appeal any decision made by the Board with respect to any matter considered at this hearing, a record of the proceedings is needed to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based." (F.S. 286.0105).

please note

Times are projected and subject to change.

1. Meeting Called to Order**2. Discussion Item (s)**

- | | | |
|----|---|------------|
| a. | W. Fairbanks Incentives Discussion | 60 minutes |
| b. | Cost of Service Update and Net Energy Metering Public Outreach Discussion | 60 minutes |

3. Adjournment

**item type**

Discussion Item (s)

meeting date

July 23, 2026

prepared by

Peter Moore, Director of Office of Management and Budget
Kyle Dudgeon, Assistant Division Director of Economic Development/CRA

approved by

Randy Knight, City Manager

subject

W. Fairbanks Incentives Discussion

motion | recommendation**background**

The purpose of this item is to provide detailed background on redevelopment incentives for the crucial W. Fairbanks Corridor. As a response to the Commission worksession in October 2025, and the city-wide resident survey that identified corridor redevelopment as a top priority, OMB and Planning staff have been working to garner concepts on further developing the city's 'toolbox' for development incentives intended to promote certain types of density and style within the West Fairbanks corridor. This includes promoting infrastructure redevelopment, land use types such as mixed-use options for housing, and offers a voice to the types of reinvestment envisioned along the corridor. The primary vehicle for offering this incentive is under the F.S. 376 approved by the Commission back in October 2025.

Catalyst Development Program (CDP): This program is intended to catalyze transformational, large-scale redevelopment projects in the West Fairbanks corridor while simultaneously encouraging long-term tax increment growth, encouraging high-quality, mixed-use development consistent with the City's vision, addressing market gaps and financial feasibility challenges, and supports local businesses and economic vitality. Program requirements emphasize the following:

- Specific industry classifications
- Minimum private sector investment
- Acreage & floor area ratio (FAR) requirements
- Annexation if not currently within city limits
- Must be a taxable organization

Currently, only 6% of properties in the West Fairbanks corridor are in excess of one acre implying the difficulty of assembling properties in the area as well as the potential infrequency of use and the need for 'gap-filling' programs that require public support. That said, this item looks to be very intentional with the requirements therein, prioritizing waivers as a first gap consideration through the city's newly founded economic enhancement district (EED) program.

In addition to providing opportunities for larger scale development the **Commercial Septic to Sewer Conversion Program (STSP)** program's intention is two-fold. The first is to improve water quality by replacing outdated septic systems and the second is to provide additional support to small businesses on the West Fairbanks corridor through CRA grant programming.

Strategic Value: Additional programs offer the opportunity to further reinforce civic priorities by encouraging preferred redevelopment in the West Fairbanks corridor. This also runs in parallel with the city's most recent resident survey. The program was unanimously approved by the city's Economic Development Advisory Board (EDAB) and Community Redevelopment Advisory Board (CRAAB).

alternatives | other considerations

Staff will offer potential amendments and concepts for consideration to the programs.

fiscal impact

attachments

1. West Fairbanks Catalyst Development Program (CDP) Guidelines_DRAFT
2. West Fairbanks Catalyst Development Program (CDP) Application_DRAFT
3. WP Septic to Sewer Conversion Program- Application_DRAFT (1)
4. WP Septic to Sewer Conversion Program- Guidelines_DRAFT
5. Select Pages from WP Citizen Survey_2026 (1)

Purpose and Intent

The City of Winter Park Community Redevelopment Agency (CRA) established the West Fairbanks Catalyst Development Program (CDP) to promote large-scale, mixed-use development projects within the CRA District III corridor (see attached map).

Specifically, the program is intended to:

- Catalyze transformational, large-scale redevelopment projects
- Leverage CRA resources to maximize long-term tax increment growth
- Encourage high-quality, mixed-use development consistent with the City's vision
- Address market gaps and financial feasibility challenges
- Promote redevelopment in priority CRA subareas, including underutilized and transitioning corridors
- Encourage Mixed-Use and Walkable Development Patterns
 - Prioritize projects that integrate residential, commercial, office, and civic uses in a manner that:
 - Reduces reliance on automobiles
 - Enhances connectivity between districts
 - Supports local businesses and economic vitality

Core Eligibility Requirements

The CDP is available to new and expanding businesses located in CRA district III.

Meeting all the guidelines does not guarantee approval of an application, and all terms of any approval are at the sole discretion of the City/CRA:

- Eligible businesses and tenants should generally fall within selected industry classifications as defined by the North American Industry Classification System (NAICS):
 - Construction/Attainable Housing (Code 2361)
 - Retail Trade (Code 44-45)
 - Financial Activities and Information (Code 51-53)
 - Professional and Administrative Services (Code 54-56)
 - Education and Health Services (Code 61-62)
 - Excluding: General Medical and Surgical Hospitals (6221), Psychiatric and Substance Abuse Hospitals (6222), Specialty Hospitals (6223), Nursing Care Facilities (6231) Residential Mental Health and Substance Abuse Facilities (6232), Community Food and Housing, and Emergency and Other Relief Services (6242), Vocational Rehabilitation Services (6243), Child Care Services (6244)
- Minimum total development cost of \$2.5 million+
- Development requires a minimum of 1 acre

- Must annex into the City of Winter Park (if applicable)
- Must be a taxable organization
- The project must be for a new business and should not already be under construction or in progress.
- The project must maintain a floor area ratio (FAR) of at least 50% to encourage catalytic development and take advantage of comprehensive plan South of Fairbanks (SOFA) District Planning Area policies.

Ineligible Uses

All uses not permitted or conditionally permitted within the core eligibility requirements are prohibited. Without limiting the uses that are prohibited, the following uses shall be prohibited:

- Adult-oriented businesses
- Automotive-related businesses (i.e., auto sales, auto repair, auto rental, body shops, auto wash, auto audio, auto glass, auto tinting, auto parts sales). This section shall apply to any form of motorized personal transportation devices that are not for medical use.
- Firearm sales
- Standalone massage parlors (not part of a health spa)
- Fast food (with or without drive-thru)
- Gas stations/convenience stores
- Liquor stores
- Pawn shops/check cashing
- Tattoo parlors
- Vape/smoke shops/hookah parlor
- Pain management clinics
- Medical marijuana dispensaries, processing, growing, etc.
- Billboards

Incentive Tools

This program enables the CRA to utilize any of its redevelopment tools in accordance with the CRA plan and/or local City authorities, such as:

- On-site improvements
- Streetscape and mobility improvements
- Relocation of Water, Wastewater, and Electric Transmission Lines
- Infrastructure Improvements
- Impact fee reductions or reimbursements
- Permit fee waivers
- Expedited review and approvals
- Brownfield building permit fee reimbursement

*Fee waivers will be given priority in this program.

Funds & Distribution

- The maximum available incentive per project shall not exceed \$500,000. The CRA Staff will review the project and recommend a funding plan/strategy and amount to the CRA Advisory Board and CRA Board.
- The incentive shall be distributed on a first-come, first-served basis to qualified applicants who have completed an application.
- Once the incentive fund's annual distribution has been depleted, no additional projects shall be funded until the incentive is replenished or is otherwise directed by the CRA and/or City Commission.
- The total amount of the incentive fund shall not exceed \$1 million in any given year

Guidelines

To be considered for the CDP Program, the applicant should review the guidelines below (see also Table 1: Guideline Matrix). Meeting all the guidelines does not guarantee approval of an application, and all terms of any approval are at the sole discretion of the City/CRA:

- Agree to utilize City utilities (Water, Sewer, Electric) where applicable.
- Demonstrate that the business is, and will remain, economically sound over the course of the agreement by submitting financial statements and tax returns as requested.
- All licenses must be up to date, and all property taxes must be current, with no debts in arrears to the City, at the time a contract is signed.
- Indicate that the Program is a major factor in its determination to locate/expand in the City.
- Eligible Property improvements to an existing building or construction of a new building:
 - Multi-parcel or district-scale redevelopment
 - Mixed-use (residential, commercial, office, hospitality, civic)
- Demonstrates significant public benefit or catalytic impact, such as increased taxable value, job creation, workforce or attainable housing, public infrastructure improvements, enhanced walkability, connectivity, and placemaking
- Be located within the CRA district boundaries
- Be consistent with:
 - Comprehensive Plan
 - CRA Redevelopment Plan
 - Applicable zoning and land use policies
- Demonstrate a funding gap through a financial pro forma or financial projections

Process

Applications are received on a first-come, first-served basis. Applications may be submitted to the City's Department of Economic Development for review of eligibility. Incomplete applications will not be accepted. Based on that review, City staff will draft a contract with the Applicant for approval by the CRA Agency or the City Commission, depending on the funding source. No agreement will be considered final until approved by either the CRA Agency or the City Commission. Applicants may be required to attend public meetings to discuss the application.

Contractual Agreement

All approved Applicants will execute an agreement with the City Commission or the CRA Agency that specifies the terms of the awarded incentive. Any mutually agreed-upon contract may include provisions for repayment of City/CRA funds if Program Guidelines are not maintained.

Change In Ownership, Land Ownership, Bankruptcy, or Relocation of Business

Change of Ownership: If an Applicant's business changes ownership, the business will remain eligible to receive award funds, provided all contractual obligations continue to be met.

Relocation of Business: Any Applicant business relocating within the City of Winter Park will still be eligible to receive payments upon providing proof of a new lease covering the remaining term of the contract. Any applicant business relocating outside the City of Winter Park will no longer be eligible for annual payments and must refund any funds awarded to date, as specified in their individual contractual agreement.

Bankruptcy/Dissolution: If an Applicant's business declares bankruptcy and is unable to meet the obligations of the contract or if the business is dissolved, no future payment will be made by the City/CRA.

Confidentiality

Financial statements and other information submitted to the City are not considered public records under FL Statute 288.075. However the City may use certain information retained for the purpose of issuing public reports, including the Applicant's name and business, contact info, description of need, number of full time equivalent jobs created, ratio of employees residing inside the City limits, the amount of any grant award, term of payment, and general wage information gathered for the purpose of determining eligibility.

Competitive Bidding

Applicants are required to get three (3) competitive bids for every type of proposed work, inclusive of any design or planning costs being reimbursed. All contractors must be insured and licensed by the State of Florida. All construction contracts will be between the applicant and the contractor.

Additional Program Assistance

Participation in this Program would not preclude an Applicant from seeking additional assistance from the City/CRA for other current programs.

Approvals

The CRA/City is the sole authority for determining the eligibility of proposed work and confirming completed work. Certain work may be required or precluded as a condition of funding. Participants will be responsible for obtaining necessary regulatory approvals, including any required by City departments or boards, and, but not limited to, any other necessary permits. All projects must appear before the City Commission for review and receive formal approval before proceeding. All work must comply with CRA/City, state, and federal regulations.

Program Funding

Nothing contained in this Program shall be construed to be a guarantee or entitlement to an economic incentive from the City of Winter Park, regardless of an Applicant's conformity to the Guidelines, financial condition of the City/CRA, or funding budgeted for economic incentives.

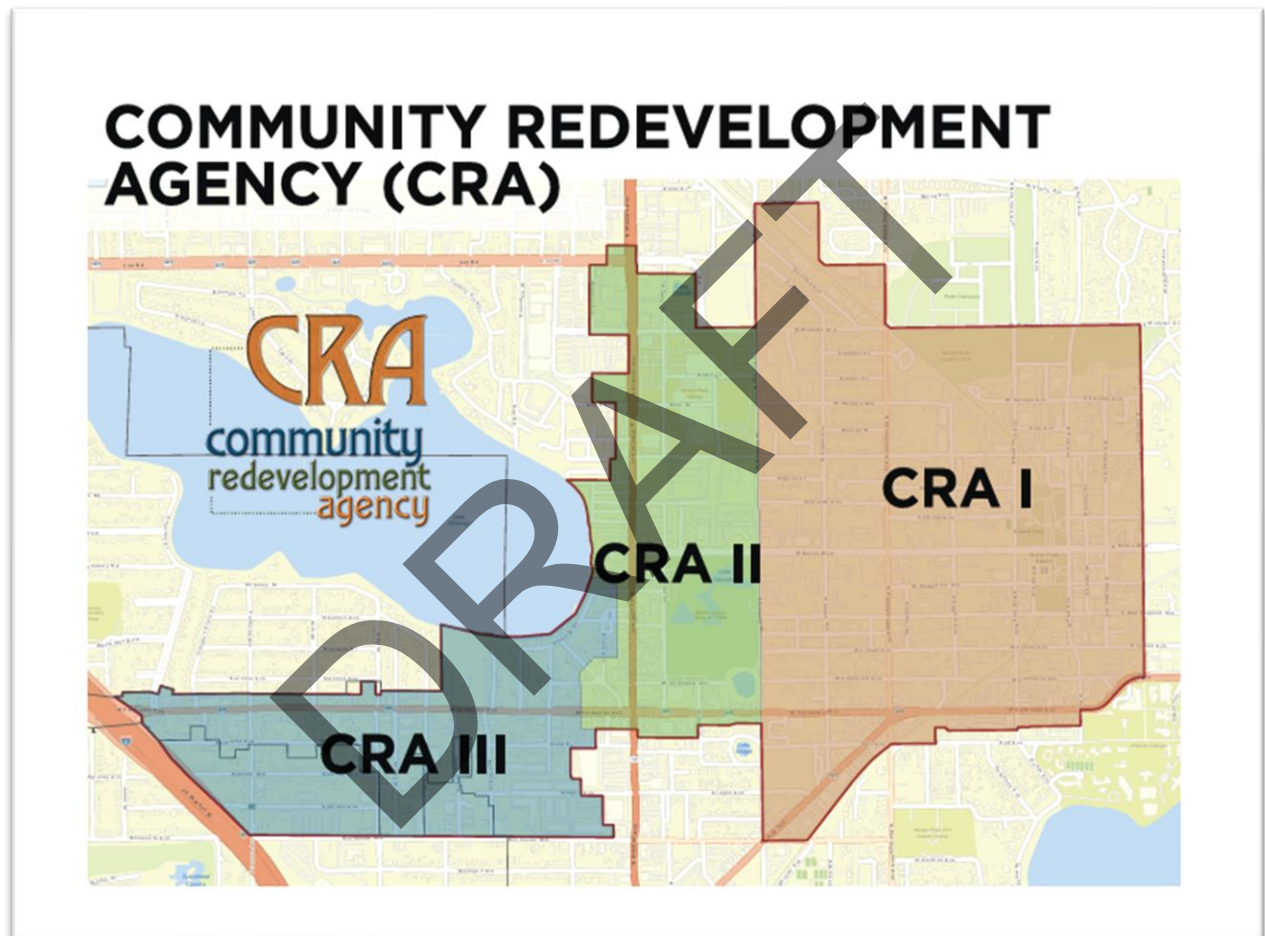
For more information on this and other City programs, please visit www.cityofwinterpark.org and click on Departments, Economic Development/CRA.

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Table 1: Guideline Matrix

Guidelines	Job Creation
Targeted Industry Sectors	Eligible businesses and tenants should generally fall within selected industry classifications as defined by the North American Industry Classification System (NAICS)
Payout of Incentive Awarded	Varies; no more than 5 years
Maximum Incentive	No more than \$500,000 total over 5 years

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City Of Winter Park
Community Redevelopment Agency (CRA)
W. Fairbanks Catalyst Development Program (CDP)

Property Information

Property Name _____

Parcel ID _____

Address _____

City Winter Park State Florida Zip Code _____

Property Size (acres/square feet) _____

Attach a map showing the property's location (.pdf, .jpeg, etc, may be from the property appraiser website)

Project Overview

Brief summary of proposed project: _____

Planned future land use: ☐ Residential ☐ Mixed-Use ☐ Commercial ☐ Industrial ☐ Other

Estimated total project cost: _____

Estimated project timeline: _____

Is redevelopment contingent on public assistance/incentives? ☐ Yes ☐ No

Applicant Information

Name _____ Title _____

Organization _____

Address _____

City Winter Park State Florida Zip Code _____

Phone _____ Email _____

Interest in property _____

Septic-to-Sewer Conversion / Utility Readiness

Currently served by a septic system ☐ or sewer wastewater ☐ ?

Distance to nearest public sewer main (linear feet): _____

Roadway or right-of-way restoration required? ☐ Yes ☐ No

Any known utility moratoriums or capacity restrictions? ☐ Yes ☐ No

Utility provider has confirmed sewer service availability/capacity? ☐ Yes ☐ No ☐ Pending

Describe all outstanding property taxes (if applicable) _____

A title search must be conducted on this property. Have the results of the title search for this property been included with this application? ☐ Yes ☐ No

Current Property Owner (if different from applicant)

Name(s) _____ Title _____

Organization _____

Mailing Address _____

City _____ State _____ Zip Code _____

Telephone _____ Email _____

Legal Form	Sole Proprietorship	☐	Limited Liability Partnership	☐
	General Partnership	☐	Limited Liability Company	☐
	Corporation	☐	S Corporation	☐
	Joint Venture	☐	Trustee	☐
	Other (describe) _____			

Date formed _____

In which State are the incorporation and/or organization documents filed? _____

If an out-of-state entity, provide the date the entity registered to do business in the State of Florida _____

If a Trustee, describe _____

Other Contacts – Who would be the most appropriate contact person if the owner is unavailable for questions about the project? For example, a consultant, project manager, or attorney.

Name(s) _____ Title _____

Organization _____

Mailing Address _____

City _____ State _____ Zip Code _____

Telephone _____ Email _____

Name(s) _____ Title _____

Organization _____

Mailing Address _____

City _____ State _____ Zip Code _____

Telephone _____ Email _____

Environmental Status

Brief description of the nature and geographical extent of contamination by hazardous substances and/or pollutants, if known _____

Has a site assessment been done? ☐ Yes ☐ No

Brief description of any previous or current remedial action _____

Attach Phase I and/or Phase II Environmental Reports, if available.

____ Phase I Environmental Reports

____ Phase II Environmental Reports

Is the property subject to known or suspected environmental contamination, brownfield designation, or voluntary cleanup activities? ☐ Yes ☐ No ☐ Unknown

If yes, provide the following:

1. Known or suspected source(s) of contamination: _____
2. Potential exposure pathways identified (soil, groundwater, vapor intrusion, etc.): _____
3. Need for additional site investigation (sampling, monitoring, engineering analysis)?
☐ Yes ☐ No
4. Applicable or proposed cleanup criteria / regulatory standards: _____
5. Proposed remedial alternatives (removal, capping, monitoring, engineering controls, etc.): _____
6. Site map or exhibit showing affected/remediation areas attached? ☐ Yes ☐ No

The Department of Environmental Protection (DEP) provides excellent incentives. For certain projects, staff may assist in obtaining additional incentives from DEP.

Property Description

Is the property located within the Community Redevelopment III Area/Economic Enhancement District (EED)? ☐ Yes ☐ No

Residential	☐ Active	☐ Inactive	☐ Abandoned
Commercial	☐ Active	☐ Inactive	☐ Abandoned
Retail	☐ Active	☐ Inactive	☐ Abandoned

Office Space ☐ Active ☐ Inactive ☐ Abandoned
Warehousing ☐ Active ☐ Inactive ☐ Abandoned
Industrial ☐ Active ☐ Inactive ☐ Abandoned
Manufacturing ☐ Active ☐ Inactive ☐ Abandoned
Other (describe) _____

Provide the property's current zoning classification and describe the uses that are allowed under this classification _____

Is there a desire for zoning variance, special exceptions, or reclassification?

☐ Yes ☐ No

If yes, please explain _____

Are there any recorded easements on the property? ☐ Yes ☐ No

If yes, explain and provide a map with all easements clearly marked _____

Based on future use of the property, please describe any anticipated physical changes to the property (e.g., building demolition, building expansion, paving, changes in site operations, etc.)

If known, describe the number and types of businesses that will be operating at the property after redevelopment _____

ADA / Accessibility

Existing site improvements compliant with ADA accessibility standards (to the best of the owner's knowledge)? ☐ Yes ☐ No ☐ Unknown

Existing structures require substantial ADA upgrades? ☐ Yes ☐ No ☐ N/A

ADA-compliant route from public right-of-way to primary entrance feasible? ☐ Yes ☐ No
☐ Unknown

Public sidewalk connection to site available? ☐ Yes ☐ No

ADA-compliant parking feasible? ☐ Yes ☐ No ☐ N/A

Estimated cost of work from bids received

(Applicants may make multiple copies of this page if the applicant is acting as their own General Contractor and more than one type of work is being performed. List each type of work separately under item 5 and enter the required bids below.)

Bid #1:

Company Name: _____

Contact Name: _____

Contact Phone Number: _____

Bid Amount for Total Work: \$_____.

Bid #2:

Company Name: _____

Contact Name: _____

Contact Phone Number: _____

Bid Amount for Total Work: \$_____.

Bid #3:

Company Name: _____

Contact Name: _____

Contact Phone Number: _____

Bid Amount for Total Work: \$_____.

Source(s) of additional funding _____

Provide the approximate increase in the property tax after redevelopment _____

How many new permanent full-time or part-time jobs will the project create after remediation?

Type of Assistance/Incentive

Primary requested incentive (select top priority): _____

____ Regulatory Assistance (aid for meeting government agency permitting requirements)

____ On-site Improvements

____ Streetscape and Mobility improvements

____ Relocation of Water, Wastewater, and Electric Transmission Lines

____ Infrastructure Improvements

____ Impact fee reduction or reimbursements

____ Permit/Impact fee waivers

_____ Brownfield building permit fee reimbursement

The content of the application shall be considered public records of the City. The undersigned affirms that the information contained in the application is true and accurate.

Acknowledgements

- ☐ Site Map
 - ☐ Title Search
 - ☐ Utility Availability documentation
 - ☐ Environmental reports (if applicable)
 - ☐ Photos of current site conditions
 - ☐ I have read and understand the program guidelines and criteria
 - ☐ I have attached a copy of my current business license to this document
 - ☐ I have attached a copy of my current property insurance
 - ☐ To the best of my knowledge, the business and the property are current on all local, state, and federal taxes
 - ☐ I have attached a copy of the scope of work and available drawings or sketches
 - ☐ I understand that final approval must come from all City departments involved in any improvement, and that the award of the grant by the CRA does not guarantee approval of the project. The applicant must meet all City requirements and codes.
-

STATEMENT OF CERTIFICATION

'I certify under penalty of law that the information provided in this application is, to the best of the applicant's knowledge and belief, accurate and complete. Applicants are aware that there are significant penalties for falsifying any information required.

I certify that I am an authorized representative of the applicant.

The CRA is dedicated to promoting and encouraging diversity in the programs that it supports or funds. Successful applicants in the CRA Catalyst Development Program (CDP) are encouraged to contact certified minority-owned or small businesses.

I certify that all information on environmental conditions relevant to the property and known to the applicant is provided as part of this application.

Applicant acknowledges that submission does not guarantee funding or approval and that additional documentation may be required"

Printed Name _____ Title _____

Signature _____ Date _____

Please return a copy of this completed application, along with any supporting documentation, to the CRA.

Community Redevelopment Agency 401 S. Park Ave
Winter Park, FL 32789

For additional information, please contact:

Edwige Josue
CRA Project Manager
Phone: 407-599-3218
Email: ejosue@cityofwinterpark.org

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**City Of Winter Park Community
Redevelopment Agency (CRA)
Commercial Septic-to-Sewer Conversion**

1. APPLICANT

Name: _____

Address: _____

_____ Zip _____

Contact Name: _____ Phone Number: _____

Email: _____ Fax Number: _____

Legal Form: Sole Proprietorship ☐ Partnership ☐

Corporation: Profit ☐ Non-Profit ☐

In which State are the incorporation and/or organization documents filed?

Tax Identification Number: _____

2. BUILDING/BUSINESS TO BE IMPROVED

Name: _____

Address: _____

_____ Zip _____

Legal Description: _____

Property Tax Parcel Number: _____

3. OWNER OF PROPERTY (if not applicant)

Name: _____

Contact Name: _____

Address: _____

_____ Zip _____

Phone Number(s): _____

Staff Use Only: Application Approved (Y / N) Date: _____ By: _____
--

4. AUTHORIZATION TO UNDERTAKE WORK

If the applicant is not the owner of the property, provide written evidence in the form below that the owner authorizes this work to be undertaken.

5. ESTIMATED COST OF WORK FROM BIDS RECEIVED *(Applicant may make multiple copies of this page if the applicant is acting as their own General Contractor and more than one type of work is being performed. List each type of work separately under item 5 and enter the required bids below.)*

Bid #1:

Company Name: _____

Contact Name: _____

Contact Phone Number: _____

Bid Amount for Total Work: \$ _____ . _____

Bid #2:

Company Name: _____

Contact Name: _____

Contact Phone Number: _____

Bid Amount for Total Work: \$ _____ . _____

Bid #3:

Company Name: _____

Contact Name: _____

Contact Phone Number: _____

Bid Amount for Total Work: \$ _____ . _____

6. SOURCE(S) OF ADDITIONAL FUNDING

7. INVESTMENT VALUE OF WORK BEING PERFORMED BY APPLICANT

Include the total cost estimate of all work being performed at the business, both exterior and any interior improvements being made. \$_____.

8. ACKNOWLEDGEMENTS

- ☐ I have read and understand the program guidelines and criteria
- ☐ I have attached a copy of my current business license to this document
- ☐ I have attached a copy of my current property insurance
- ☐ To the best of my knowledge the business and the property are current on all local, state and federal taxes
- ☐ I have attached a copy of the scope of work and available drawings or sketches
- ☐ I understand that final approval must come from all City departments concerned with any improvement and that award of the grant by the CRA does not guarantee approval of the project. The applicant must meet all City requirements and codes.

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CERTIFICATION BY APPLICANT

The applicant certifies that all information in this application, and all information furnished in support of this application, is given for the purpose of obtaining up to \$20,000.00 grant and is true and complete to the best of the applicant's knowledge and belief.

If the applicant is not the owner of the property to be converted, or if the applicant is not the sole owner of the property, the applicant certifies that he/she has the authority to sign and enter into an agreement to perform the rehabilitation work on the property. Evidence of this authority must be attached.

The CRA is dedicated to promoting and encouraging diversity in the programs that it supports or funds. Successful applicants in the CRA Commercial Septic-to-Sewer Program are encouraged to contact contractors that are certified minority owned or small businesses.

Verification of any information contained in this application may be obtained by the CRA from any available source.

Applicant Signature

Date

Please return a copy of this completed application along with any supporting documentation to the CRA.

Community Redevelopment Agency
401 S. Park Ave
Winter Park, FL 32789

For additional information, please contact:

Edwige Josue
CRA Project Manager
Phone: 407-599-3218
Email: ejosue@cityofwinterpark.org

Commercial Septic-to-Sewer Program Property Owner Authorization

I, _____, understand that

_____, a leaseholder of my property located at

_____ is considering improvements under the City of Winter Park Community Redevelopment Agency Commercial Septic-to-Sewer Grant Program, hereinafter referred to as "Program." For the purposes of this authorization, hereinafter the Community Redevelopment Agency shall be referred to as "CRA" and the City of Winter Park as "City".

I have received and reviewed the Program guidelines and reviewed the application submitted by my tenant. I agree to permit the proposed improvements to my building. I understand that I am not financially responsible to complete these improvements under the Program.

I understand and agree that neither the CRA nor the City assume responsibility or liability to me or any other part for any action or failure of any contractor or other third party and in no way guarantee any work to be done or material to be supplied.

I further agree to hold the CRA and the City harmless from and indemnify them for and against any and all claims which may be brought or raised against the CRA, the City, or any of its officers, representatives, agents or agencies regarding any matters relevant to the participant obligations under the Program.

I assure the CRA and the City that the tenant holds a valid lease with no expiration pending within the next twenty-four months following the date of application for Program funding.

I have read the above statements and acknowledge that they are true and complete to the best of my knowledge. I have no objection to the applicant pursuing the proposed improvements project, and I authorize the leaseholder to make the proposed improvements under the provisions of the Program.

Property Owner Signature

Date

STATE OF FLORIDA

COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, 20____

by _____, who is personally

known to me or who has produced _____ as identification.

Notary Public

Septic to Sewer Conversion Grant Program

A win-win: Protect Winter Park's water quality while increasing your property value.



The Winter Park Community Redevelopment Agency (CRA) established the Septic-to-Sewer Conversion Grant Program to improve water quality by replacing outdated septic systems. This grant typically covers a significant portion of the costs to connect to the city sewer system, particularly in priority areas identified by the Florida Department of Environmental Protection and the CRA.

Why should I connect?

➤ **Environmental Benefits**

Connecting to the City sewer reduces nutrient pollution entering the groundwater. Your wastewater will be sent to an Orange County treatment facility, where it's processed to higher standards and recycled to protect the environment. The Florida Department of Environmental Protection recommends septic-to-sewer conversion to enhance protection, as high nitrogen levels are affecting the ecosystem.

➤ **Personal Benefits**

Once connected, the City manages your wastewater—eliminating the burden of septic tank maintenance and repairs. Traditional septic tanks fail over time and require ongoing upkeep. By connecting to the City sewer, you'll also gain more flexibility with your yard space.

➤ **Financial Protection**

Grant funding is limited and may not be available in the future. If your septic tank fails, the Department of Health requires you to connect to the city sewer system if it's available. Connecting now with grant assistance prevents the financial burden of paying full connection costs later.

Why did the CRA start this program?

Septic tanks protect public health, but they're not designed to protect the environment. Expanding sewer service is part of the CRA's overall goal of protecting our water resources.

Who is Eligible?

This program applies to:

- Commercial and mixed-use properties
- Multifamily properties (as defined by the City)
- Properties currently using septic systems
- Properties located within the designated CRA

Priority areas may include:

- Commercial corridors
- Parcels near existing sewer infrastructure
- Environmentally sensitive zones

Program Requirements

Eligible property owners who choose or are required to participate must:

1. Connect to the City sewer system when service becomes available
2. Properly abandon existing septic systems in accordance with regulations
3. Obtain all required permits and inspections
4. Complete connection within the specified timeframe (typically 6–18 months after notice)

Financial Assistance & Incentives

To support participation, the CRA offers the following incentives (subject to funding availability):

1. Connection Cost Assistance

- Partial reimbursement for sewer connection costs
- Grant may cover a percentage of eligible expenses

2. Reduced or Waived Fees

- Discounted sewer connection fees
- Waived or reduced impact fees for qualifying properties

3. Construction Support

- City-funded or shared-cost installation of main sewer lines
- Coordination assistance to minimize business disruption

4. Expedited Permitting

- Priority review for permits related to sewer connection and redevelopment

5. Redevelopment Incentives

- Increased development flexibility where sewer service enables higher intensity use
- Potential eligibility for additional CRA Economic Development Programs

Eligible property owners in the Fairbanks Corridor can receive up to \$20,000 in grant funding to connect to the city sewer system.

Estimated Costs

Costs vary depending on property size and location, but may include:

- Private lateral connection (building to sewer line)
- Septic system abandonment
- Site restoration and plumbing modifications
- The City will provide cost guidance and resources to help property owners plan.

How to Participate

1. **Confirm Eligibility**
Contact CRA staff to verify your property is within a program area.
2. **Submit an application**
Apply for incentives and program participation
3. **Design & Permitting**
Work with a licensed contractor to prepare plans
4. **Construction & Connection**
Complete sewer connection and septic abandonment
A City inspector will conduct a final inspection after project completion

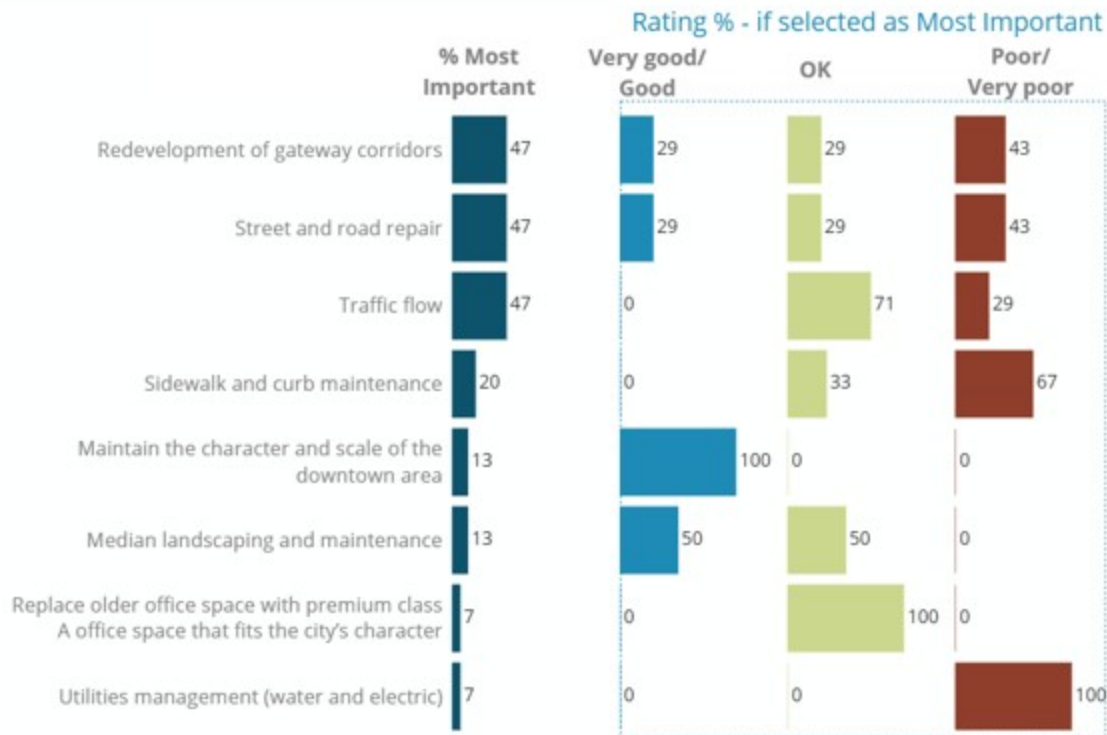
Important Notes

- Incentives are limited and may be available on a first-come, first-served basis
- Early participation may provide the greatest financial benefit

When would the connection happen?

The CRA staff will engage with the approved applicant on a mutually agreeable schedule once the agreement has been executed and the design plans have received approval.

DISCLAIMER: THE DECISION WHETHER TO AWARD THE SEPTIC-TO-SEWER GRANT TO ANY APPLICANT IS A DISCRETIONARY DECISION OF THE CRA IN ITS SOLE DISCRETION. THE CRA MAY AT ANY TIME ESTABLISH OR CONSIDER ADDITIONAL CRITERIA AND/OR REQUIREMENTS NOT LISTED IN THIS APPLICATION AND RELATED DOCUMENTS IN REJECTING OR ACCEPTING AN APPLICATION. SUBMISSION, ACCEPTANCE, OR APPROVAL OF AN APPLICATION DOES NOT CREATE A RIGHT OF THE APPLICANT TO RECEIVE THE GRANT, OR ANY OTHER RIGHT. APPLICANT SHALL HAVE ONLY THOSE RIGHTS EXPRESSLY GRANTED TO THEM IN THE SEPTIC-TO-SEWER GRANT AGREEMENT, IF ONE IS EXECUTED.



Demo Filters

Gender

(All) ▾

Age

18-29 ▾

Race

(All) ▾

Time in City

(All) ▾

Children at home

(All) ▾

Type of residence

(All) ▾

Area

(All) ▾

Right/Wrong Direction

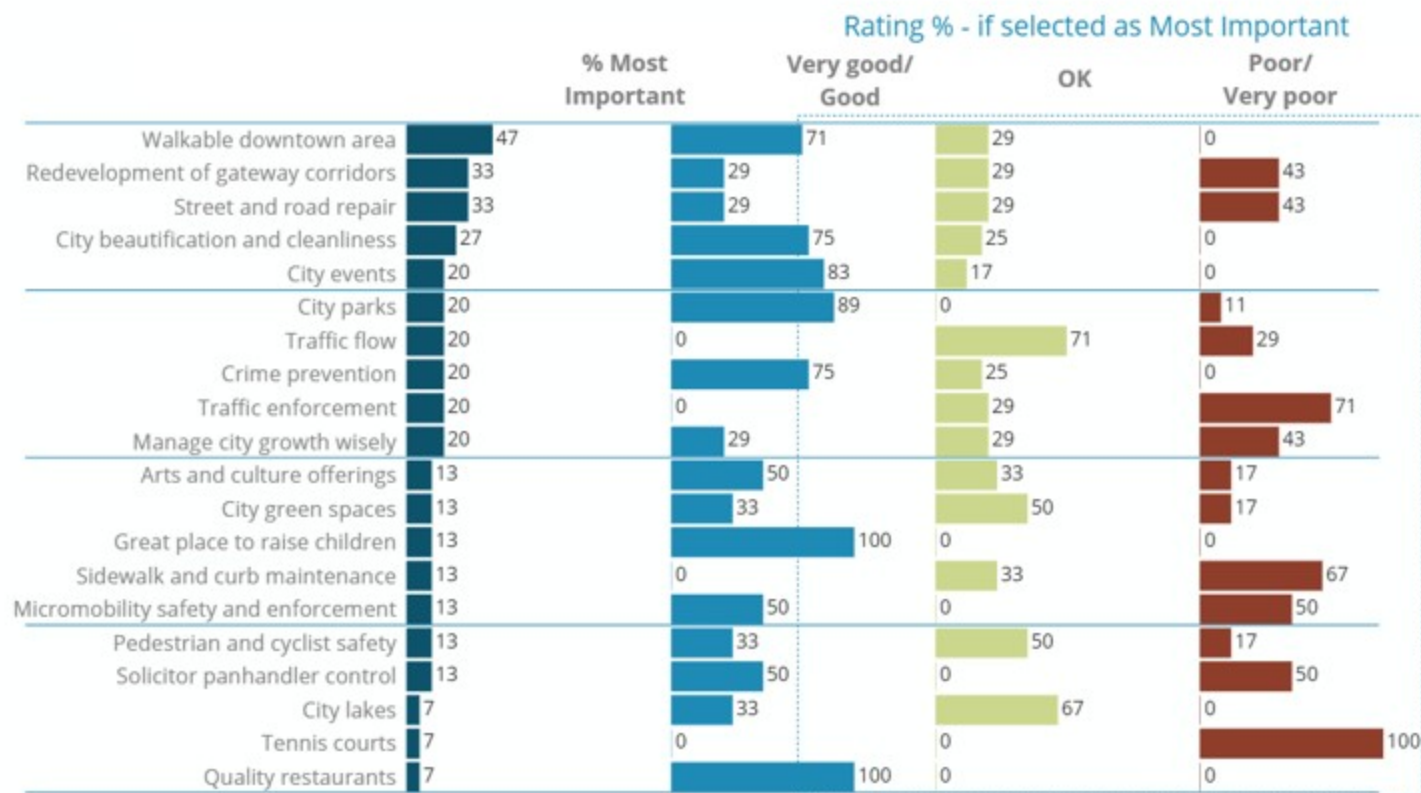
(All) ▾

Type of invite

(All) ▾

Importance/Performance (Top 20)

Winter Park: CityPOV



Demo Filters

Gender
(All)

Age
18-29

Race
(All)

Time in City
(All)

Children at home
(All)

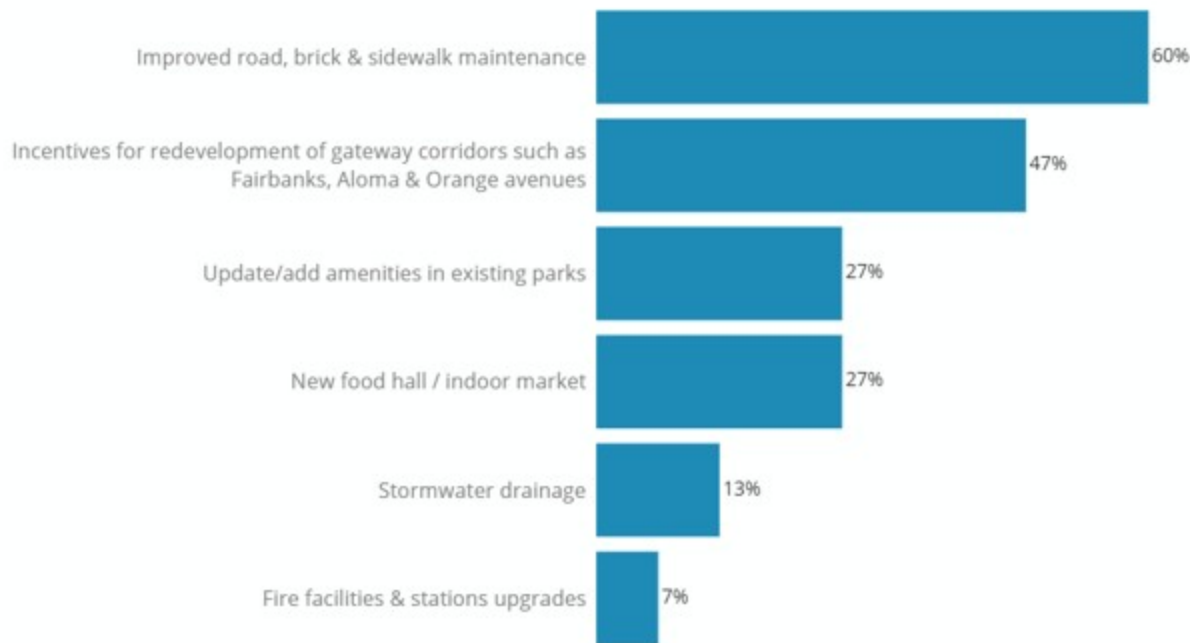
Type of residence
(All)

Area
(All)

Right/Wrong Direction
(All)

Type of invite
(All)

Sample: 15



Demo Filters

Gender

(All) ▾

Age

18-29 ▾

Race

(All) ▾

Time in City

(All) ▾

Children at home

(All) ▾

Type of residence

(All) ▾

Area

(All) ▾

Right/Wrong Direction

(All) ▾

Type of Invite

(All) ▾

Sample: 15

**item type**

Discussion Item (s)

meeting date

July 23, 2026

prepared by**approved by**

Randy Knight, City Manager

subject

Cost of Service Update and Net Energy Metering Public Outreach Discussion

motion | recommendation**background**

The City engaged Leidos Engineering to update its prior Electric Cost of Service and Rate Study. The Study is at its mid point. As part of this effort, the City's Net Energy Metering (NEM) rate policy and rate design are being reviewed. A public education and outreach effort will be conducted to obtain feedback on the NEM policy going forward.

alternatives | other considerations**fiscal impact**

N/A

attachments

1. Winter Park_72326 Workshop

CITY OF WINTER PARK, FLORIDA

Electric Cost of Service and Net Energy Metering Workshop



PRESENTED BY: Craig Shepard, Project Manager

July 23, 2026



Overview

- ▶ Update on the Status of the Electric Cost of Service Study
 - ▶ Phase I Draft Completed
 - ▶ Preliminary Results of Cost of Service by Class
 - ▶ Residential Fixed Costs
- ▶ Net Energy Metering Policy
 - ▶ Overview of Process
 - ▶ Draft Public Outreach Presentation
- ▶ Next Steps
- ▶ Questions

Cost of Service Study

- ▶ Phase I Draft Report Completed
- ▶ Draft of Projected Revenues and Revenue Requirements for Fiscal Years 2026 – 2030
- ▶ Preliminary Results of Cost of Service by Customer Class
- ▶ Analysis of Fixed Residential Costs per Customer
- ▶ Beginning to Review Net Metering Policy and Options

FY 2026 Sales by Class

Customer Class	Average Number of Customers	Percent of Total	Annual MWh Sales	Percent of Total
Residential	12,100	82.4%	194,816	43.8%
Commercial	1,175	8.0%	13,106	2.9%
Commercial Demand	1,118	7.6%	210,888	47.4%
Public Authority	288	2.0%	23,994	5.4%
Lighting	-	-	2,259	0.5%
Total	14,681	100.0%	445,063	100.0%

FY 2026 Revenue Requirements

Operations	
Bulk Power	\$20,466,138
Transmission	4,285,697
Gross Receipts Tax	1,344,555
Electric Capital	1,260,000
Other Operations	3,035,046
Total Operations	30,391,436
Undergrounding	10,912,655
Tree Trimming	743,928
Warehousing	536,028
Street Lighting	310,000
Utility Billing	1,259,248
Meter Servicing	211,429
Administration	1,881,345
<i>Total Operating Expenses</i>	46,246,069
Debt Service	4,680,983
Interfund Administrative Services	2,280,999
Transfer to General Fund	2,968,171
Other Transfers	673,028
TOTAL REVENUE REQUIREMENTS	\$56,849,250

Projected Base Rate Increases

Description	Projected				
	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Net Revenue Requirements	\$56,849,250	\$59,988,822	\$64,476,143	\$66,711,016	\$68,806,340
Total Existing Rate Revenue	57,147,325	58,103,160	58,103,274	58,127,015	59,174,183
Difference	\$298,075	(\$1,885,662)	(\$6,372,869)	(\$8,584,001)	(\$9,632,157)
Percent of Base and Fuel Revenue	0.6%	-3.7%	-12.4%	-16.3%	-18.0%
Annual Base Rate Increase		5.5%	12.2%	5.2%	2.2%
Average Base Rate Increase 2027-2030					6.3%

Classification of FY 2026 Costs

Production

Demand Related	\$	13,922,512
Energy Related		13,707,661
Total Production	\$	27,630,173

Transmission and Distribution

Demand Related	\$	26,808,056
Customer Related		0
Direct Assignment		0
Total Distribution	\$	26,808,056

Customer (<i>Customer Related</i>)		2,411,021
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TOTAL REVENUE REQUIREMENTS	\$	56,849,250
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Total Demand Related	\$	40,730,568
Total Energy Related		13,707,661
Total Customer Related		2,411,021
TOTAL REVENUE REQUIREMENTS	\$	56,849,250

Summary of Allocation Factors

Customer Class	Energy (MWh)		NCP Demand (kW)	
	Energy Sales	%	Demand	%
(a)	(b)	(c)	(d)	(e)
Residential	194,816	43.77%	52,303	52.16%
Commercial				
General Service Non Demand	12,016	2.70%	3,197	3.19%
GS Non Demand (100% LF)	1,090	0.24%	144	0.14%
General Service Demand	210,888	47.38%	39,409	39.30%
Public Authority	23,994	5.39%	4,683	4.67%
Lighting	2,259	0.51%	536	0.53%
TOTAL SYSTEM	445,063	100.00%	100,272	100.00%

Cost of Service Preliminary Results

Customer Class	Test Year 2026			
	Cost of Service	Existing Revenues	Difference	Difference (%)
(a)	(b)	(c)	(d)	(e)
Residential	\$28,769,088	\$28,712,219	(\$56,869)	-0.2%
Commercial				
General Service Non Demand	1,853,635	1,830,652	(22,983)	-1.4%
GS Non Demand (100% LF)	116,753	121,941	5,188	4.9%
General Service Demand	22,949,742	23,251,568	301,827	1.5%
Public Authority	2,745,589	2,766,503	20,914	0.9%
Lighting	414,443	410,581	(3,862)	-1.1%
TOTAL	\$56,849,250	\$57,093,465	\$244,215	0.0%

FY 2026 Residential Fixed Costs

Distribution Fixed Costs	\$13,983,310
Customer Fixed Costs	<u>\$1,795,250</u>
Total Fixed Costs	\$15,778,560
Residential Customers	12,100
\$/Customer/Year	\$1,304
\$/Customer/Month	\$109
Revenues Other Than Rates	\$3,734,578
Net Fixed Costs	\$12,043,982
Residential Customers	12,100
\$/Customer/Year	\$995
\$/Customer/Month From Rates	<u>\$83</u>

Net Energy Metering Process

- ▶ Establish a Public Education and Outreach Plan
- ▶ Develop Education Presentation
 - ▶ How Costs Translate to Retail Rates
 - ▶ How NEM Works
 - ▶ Quanta Study Recommendations for NEM
 - ▶ Fixed Costs Under-recovery from Current NEM Rates
 - ▶ What Other Utilities in Florida are Doing
 - ▶ Options for NEM Rate Structure
 - ▶ Potential Impacts to Customers

Net Energy Metering Process

- ▶ Research and Analysis
 - ▶ Estimate Under-recovery of Fixed Costs
 - ▶ Survey NEM Rate Design of Other Florida Utilities
 - ▶ Possible Options for NEM Rate Design
- ▶ Public Outreach – Education Presentation
- ▶ Stakeholder Survey – Get Input
- ▶ Present Results of Outreach and Survey
- ▶ Present Options for NEM Rate Design

Next Steps

- ▶ Finalize Phase I Revenue Requirements
- ▶ Complete Phase II Cost of Service and Rate Design
- ▶ Net Metering Review and Options
- ▶ Public Outreach Presentation
- ▶ Stakeholder Survey

Questions / Comments

POINT OF CONTACT

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